



**Yuma County, Arizona**  
**DEPARTMENT OF DEVELOPMENT SERVICES**  
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**Robert L. Pickels, Jr.**  
County Administrator  
Clerk of the Board

**YUMA COUNTY PLANNING & ZONING COMMISSION**  
**MEETING MINUTES**

**DATE:** Monday, November 10, 2014  
**PLACE:** Aldrich Auditorium, 2351 West 26th St., Yuma, AZ

**1. Call to Order the Regular Session of the Yuma County Planning and Zoning Commission and verify quorum.**

Chairman Henry convened the Planning Commission meeting to order at 5:00 p.m. Commissioners present were: Michael Henry, Chairman; Wayne Briggs, Vice-Chairman; Max Bardo, Gary Black, John McKinley, Martin Porchas, and Paul White. Commissioners Alicia Aguirre, Tim Bowers and Matias Rosales were absent.

**Others present:** Monty Stansbury, Planning Director; Maggie Castro, Planning Section Manager; Javier Barraza, Senior Planner; Edward Feheley, Deputy County Attorney; Arturo Alvarez, Civil Engineer Assistant; and Angelica Gomez, Office Specialist III.

**2. Pledge of Allegiance.**

Chairman Henry led the Pledge of Allegiance.

**3. Approval of Planning and Zoning Commission regular meeting minutes of October 27, 2014.**

**Commissioner McKinley made a motion recommending approval of the Planning and Zoning Commission regular meeting minutes of October 27, 2014. Commissioner Briggs seconded the motion. The motion carried 7-0.**

**4. Discussion and action on the Planning & Zoning Commission's meeting calendar for 2015.**

**Commissioner Briggs made a motion recommending approval of the Planning & Zoning Commission's meeting calendar for 2015. Commissioner Black seconded the motion. The motion carried 7-0.**

- 5. Special Use Permit Case No. 14-07:** Sergio and Guadalupe H. Bautista request a Special Use Permit per Section 601.03(X) of the Yuma County Zoning Ordinance for an accessory dwelling unit on a parcel 5.0 gross acres in size zoned Rural Area-5 acre minimum (RA-5), Assessor's Parcel Number 765-16-006, located at 3899 East Chaparral Way, Yuma, Arizona; located within the 65-70 db noise zone.

Javier Barraza, Senior Planner gave the staff report recommending approval of Special Use Permit Case No. 14-07.

Commissioner Briggs questioned if there was an existing zoning violation on the subject parcel and if the property had been inspected prior to the meeting.

Mr. Barraza explained that the applicant had spoken to staff regarding the expiration of their permit. He stated the applicant misunderstood the timeframe allowed by staff so staff then informed zoning enforcement about the subject property. Mr. Barraza stated that the zoning violation would be abated with this case.

Commissioner Briggs noted that the property has not been properly maintained and was concerned if any notation was made.

Maggie Castro, Planning Manager, stated that the zoning violation ~~that is~~ on file was related to the fact that the Special Use Permit for the manufactured home had expired, therefore if the Planning & Zoning Commission recommends approval and the Board approves the request, the zoning violation will be abated. She noted that staff has not been made aware of any additional violations on the property relating to the condition of the property or the structures.

Commissioner Bardo discussed with staff the current protocol to be taken when the applicant is not present at the meeting.

Ms. Castro noted that the Planning Commission does have the option to continue the case to a date-specific meeting if they feel that further clarification is required before a recommendation is made and the case will then proceed to the Board of Supervisors meeting.

Chairman Henry opened and then closed the public meeting.

**Commissioner Black made a motion recommending approval of Special Use Permit Case No. 14-07. Commissioner White seconded the motion. The motion carried 7-0.**

**6. Discussion by the Commission members and Planning Director of events attended, current events, and the schedule for future Planning**

**Commission meetings:** Chairman Henry noted he attended the American Planning Association Annual Conference and thanked Ms. Castro for an outstanding job.

Commissioner Bardo thanked the American Planning Association and staff for nominating him for the Distinguished Citizen Planner award.


Monty Stansbury, Planning Director, stated that the committee through Maggie's organization managed to pull off the conference. He indicated that the Executive Director for the Arizona Chapter referenced on several occasions that this committee was the best organized and easiest to work with of any of the conferences that Arizona has held in her career. Mr. Stansbury also congratulated Commissioner Bardo for a well deserved nomination and recognition.


Maggie Castro, Planning Section Manager, stated this was a group effort and thanked the committee members for helping her organize the event.

**7. Adjourn.**

The meeting adjourned at 5:20 p.m.

These minutes were approved and accepted on this 8th, day of December, 2014.

  
Witness:  
Michael Henry  
Chairman

  
Attest:  
Monty M. Stansbury, AICP  
Planning Director